***PRADEEPTA KUMAR PATI***

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To

The Human Resource Department

Dear Hiring Manager,

I write to recommend my candidature for your esteemed organization and would like to brief sketch of my profile that I have more than 16 years experience in the development sector with the international and national level agencies exclusively worked with the Technical Support Agencies (TSUs+ PMUs for States Government) as well Corporate Social Responsibility (CSR) in several capacities; exclusively in Program Operations & Management in large scale project management & implementations with the Government (Technical Support –Govt. Advisory Consulting ) & NGOs. I have worked in different states and districts in India in the field of **Public Health** **(RMNCH+A**), Livelihood, Nutrition & WASH-NBA-SBM-CLTS along with Participatory Learning and Action- PLA (A Gandhian Philanthropic concept-**community process**) program approach to transformation of the nation towards socio and economical growth and sustainability of Rural & Urban development arena to reach MDG & SDG goals.

I am a development professional , Committed & work fond oriented candidate having excellent interpersonal communication skills and strong team managing capacities, Sensitivity to cultural diversity and the ability to work in a wide variety of cultural contexts, having experience in Program Operations & Management, CSR execution & Management , Research & Documentation, Capacity Building & Training , M&E, Program mid-management driver, Human Resource-POSDCoRB management skills, Partnership Management and good presentation skills, Self-starter, Committed to timeline deliverables and rapid analytical thought besides being technically multidimensional sound in every aspects of development sector. I may work both as Management Team advisor of a think-tank or a Team Member. Core area might be compassed as a Manager or an Assistant Director in large scale of project management. I also have negotiation skills with the Government departments and strong networking with CSOs. I believe in winning challenging assignments as whatever & wherever be!!

I am a 1st class Master degree holder in Social Work (MSW) Specialization on Community Development-Rural & Urban and Women & Child Family Welfare & 1st class Post Graduate Diploma in Business Management (PGDM).

Hence, I do share my profile to the management team for their perusal so that the organization may get a good candidate who can sustain the project and can contribute the experiences for the organization to achieve the goals.

It would be nice to have a grand consultation with you where I could be able to learn & share my experiences which may enhance the business.

Thank you so much as you had an impression on my profile

Warm regards

Pradeepta